

COUNCIL ON HOUSING
Public Session
Liberty Court
Dover, DE
September 9, 2009

ACTION ITEMS

- NCALL FY10 Grant Request – Approved.
- Homeless Planning Council FY10 Grant Request – Approved.
- West Center Village Funding Request – Approved.
- Monroe Terrace Funding Request – Approved.
- Arbor Place III Funding Request – Approved.

MOTIONS

- Format of Minutes, including a glossary of DSHA terms (page 2 – Approval of Minutes and page 4 – Other Business).
- Contents of Loan Review Committee Reports (page 4 – Other Business).
- “Committee Reports” to be added as a separate item to all future agendas (page 4 – Other Business).

John Walker, Chair, called to order the Public Session of the Council on Housing at 2:02 p.m. on September 9, 2009. In addition to Mr. Walker, the following Council members were present:

Russ Huxtable	Ralph Peters
Hugh Leahy	Ruth Sokolowski
Connie Louder	Vincent White
Bill Pearson	Norma Zumsteg

The following Council member was absent and excused from the meeting:

Lisa Lynch

The following persons also attended the meeting:

Anas Ben Addi, Director, Delaware State Housing Authority (DSHA)
Lynda Blythe, Administrative Specialist III, DSHA
Calvin Bonniwell, Housing Project/Loan Manager, DSHA
Matthew Heckles, Legislative and Policy Advisor, DSHA
Jerry Jones, Housing Finance/Development Administrator, DSHA
Timothy McLaughlin, Deputy Director, DSHA
Corinne Todd-Grieve, Housing Project/Loan Manager, DSHA

Guests present:

George Danneman, Salvo Landau Gruen & Rogers
Joe Myer, NCALL
Ken Smith, Delaware Housing Coalition
Karen Speakman, NCALL
Susan Starrett, Homeless Planning Council (HPC)
Glenn Worgan, Delaware Valley Development Company

APPROVAL OF MINUTES

Mr. Walker postponed the approval of the August Minutes until the October meeting as they had not yet been read by all the members. Per the request of Council, future Minutes will highlight actions taken with only a generalized summary of discussions.

DSHA REPORT

Mr. Ben Addi reported on the following:

Hollybrook Farms

- Received \$4.3 million in Stimulus funds from the American Recovery and Reinvestment Act of 2009.
- Announcement was made September 1, 2009 at the project site.
- Announcement attendees included: Mr. Ben Addi, Governor Markell, Senators Carper and Kaufman, Congressman Castle, representatives from the project's partner agencies and members of the general public.
- The funding prevented the project's foreclosure and preserved 124 affordable housing units.
- The project is approximately 75% completed with permanent closing anticipated by December 2009/January 2010.

Foreclosure Mediation Program

- This program will be announced September 10th at 10 a.m. in the New Castle Courthouse and Council members are invited to attend.
- This will be the cornerstone of the Governor and DSHA's state-wide foreclosure plan.
- The program's purpose is to connect homeowners with housing counselors to create a mediation process with lenders to negotiate an alternative to foreclosure.
- By order of the Delaware Superior Court, all foreclosure filings on or after September 10, 2009 must include notice to the homeowner of the availability of this program.

FY11 DSHA State Budget Request - Timeline

- September 29, 2009 - initial meeting between DSHA and the Office of Management and Budget (OMB) to discuss past and future requests.
- October 14 – budget request will be provided to Council.
- October 15 – DSHA to submit formal budget request to OMB.

- November 6 – DSHA to present request at budget hearing.
- November/December – yearly Council meeting with the Governor.
- January 2010 – budget released by Governor.
- February – presentation of budget request to the Joint Finance Committee.
- April – if Bond Bill request exists, DSHA expects to make a presentation to the Bond Bill Committee.

Per Mr. White's request, Mr. Ben Addi will have a synopsis of the budget request emailed to Council members prior to the October 14th meeting so Council's comments can be made at that time. Mr. Ben Addi will also provide a copy of the timeline to Council per Mr. Peter's request.

HDF STATEMENT

Mr. Jones stated the following tax credit HDF funding requests, detailed on the attached handout, are being presented for approval at this meeting:

- Item 120 – West Center Village
- Item 121 – Monroe Terrace
- Arbor Place III is also being presented but not listed as only HOME, not HDF, funds are involved.

The following grant requests are also being presented:

- Item 123 – National Council on Agricultural Life and Labor Research (NCALL) FY10 .
- Item 124 – Homeless Planning Council (FY10).

Presentation of Requests

Mr. Walker noted Council had received comments from the Loan Review Committee on each of the above items and invited Ms. Zumsteg, Chair of the committee, to formally present the requests. Ms. Zumsteg reminded Council it had been Council's decision to increase the size of the committee from three to five members. The purpose of this change, Ms. Zumsteg continued, is to provide a thorough review and analysis of each request prior to the Council meeting so that more Council time may be available for informative presentations, discussion of other Council matters, etc.

Ms. Zumsteg moved that the following Resolutions (copy attached) be approved:

- Resolution No. 391, NCALL Fund Administrative Grant.
Upon seconding by Mr. Huxtable, the motion was approved by 8 yes votes; Ms. Louder abstained due to her employment at NCALL.
- Resolution No. 392 – Homeless Planning Council of Delaware Grant.
Mr. White seconded the motion and it was passed unanimously.

Ms. Starrett, on behalf of HPC, thanked Council for their approval of the request and briefly reviewed three reports she had provided: 1. Fiscal Year 2009, 2. 2008 Annual Report and 3. Strategic Planning Report 2009-2011. Ms. Starrett asked for clarification

of Item 14 of the Resolution which requests HPC to assume a leadership role in integrating and disseminating information throughout the state regarding assistance for the homeless. Mr. Leahy explained that, because of the work HPC had already done, Council believes HPC would be in a good position to broaden the gathering and sharing of information as it relates to all housing needs in Delaware. Ms. Starrett responded that HPC is currently expanding their assistance and data by participating in the three-year Homeless Prevention and Rapid Re-Housing Program (HPRRP - part of the federal Stimulus program) which provides cash financial assistance for rental and utility payments, security deposits, etc. to those in need via a third party such as City of Wilmington, New Castle County, Catholic charities, Lutheran community services as well as other non-profit agencies. Information on all who receive assistance from the HPRRP will be entered into the statewide Homeless Management Information System (HMIS). Ms. Starrett will provide a full presentation on HPC's activities at the April 2010 Council meeting.

Financing Summary

Ms. Zumsteg referred Council to the attached Financing Summary regarding West Center Village, Monroe Terrace and Arbor Place III and moved that the following Resolutions (copy attached) also be approved:

- Resolution No. 388, West Center Village Associates, L.P. (West Center Village)
Mr. Leahy seconded the motion which was unanimously approved.
- Resolution No. 389, Monroe Terrace Associates, L.P. (Monroe Terrace)
Mr. Peters seconded the motion which was unanimously approved.
- Resolution No. 390, Parma Avenue Apartments, L.P. (Arbor Place III)
Mr. White seconded the motion which was unanimously approved.

Other Business (Old/New)

A glossary of acronyms and terms used in presentations by DSHA will be included in all future meeting booklets.

Mr. Pearson moved that, along with a synopsis of each request, future Loan Review Committee reports also include: 1) who attended the meeting, 2) a list of all applications reviewed, including those not forwarded to Council for further discussion and approval, and 3) the vote count on each application. Ms. Sokolowski seconded the motion which passed with 8 yes votes and Mr. White abstaining.

All future Minutes will begin with a listing of the meeting's Resolutions and motions made. A binder of each calendar year's Resolutions, beginning with the year 2009, will be provided by Ms. Blythe at each meeting for Council's reference.

Mr. White stated a draft resolution for increasing diversity will be emailed to Council prior to the October 14th meeting for their approval at that time.

“Committee Reports” will be listed as a separate item on all future agendas.

Ms. Louder, on behalf of the Operations Committee, reported:

- Mr. Heckles will provide Council with a chart of the Member Survey Report at the October meeting for Council’s approval.
- The Conflict of Interest statement has been received from all but one member and two are being revised.
- The starting time of the meetings will remain at 2:00 for the time being.

Mr. Heckles will assist the various Council committees in engaging various groups for future presentations to Council. The Delaware Housing Coalition has been asked to give a presentation at the November Council meeting.

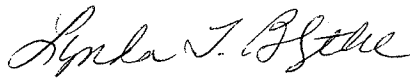
SCHEDULING OF NEXT MEETING

The next Council will be held October 14, 2009 at 2:00 p.m. in the Community Building of Huling Cove in Lewes.

ADJOURNMENT

Ms. Zumsteg moved, and Mr. Huxtable seconded, that the meeting be adjourned. The motion was unanimously approved and the meeting adjourned at 3:15 p.m.

Respectfully submitted,



Lynda T. Blythe

Note: Copies of materials referenced as “attached” in these Minutes are available upon request.